



San Diego County Sheriff's Department

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William B. Kolender, Sheriff

John M. Drown, Undersheriff

June 9, 2000

The Honorable Wayne L. Peterson
Presiding Judge of the Superior Court
220 West Broadway
San Diego, CA 92101

Received
JUN 13 2000
San Diego
County Grand Jury

Reference: 1999-2000 San Diego County Grand Jury Report
"Guarding Hospitalized Jail Inmates".

Dear Judge Peterson:

In response to the above-mentioned Grand Jury Report, I have reviewed it in its entirety and I agree with the findings. Therefore, I have instructed staff to implement the Grand Jury's recommendations (00-35 to 00-39) to insure that the issues found in their report do not reoccur. Enclosed you will find a copy of a new San Diego Central Jail policy and procedure directive, 1.45.C.2. This directive addresses the Grand Jury's recommendations regarding the supervision of the contracted guards and record keeping related to said supervision.

Please do not hesitate to contact me if you have any questions or need additional information.

Sincerely

John M. Drown for
William B. Kolender

Enclosure (1)

**JUNE 1, 2000
SAN DIEGO CENTRAL JAIL
SECURITY AND CONTROL 1 I.45.C.2**

CONTRACTED HOSPITAL GUARD CHECKS

PURPOSE:

To provide for a methodical, verifiable, and systematic manner for conducting checks of the contracted guards responsible for the security of hospitalized inmates. The importance of ensuring that contracted hospital guards are performing their duties within acceptable policies and procedures cannot be overstated.

POLICY:

The San Diego Central Jail Watch Commander is responsible for ensuring that hospital guards are awake, alert, and are performing their duties as required.

Hospital guard checks shall be performed a minimum of once per guard position per 24 hour period, except in the case of articulating operational needs. An on-duty deputy from the San Diego Central Jail shall visit each location where an inmate is under guard. The time that the checks are conducted shall be random in nature. Each inmate will be checked for security, and each guard shall be checked to ensure that they are properly equipped, certified, and alert.

The deputy assigned to conduct the check(s) shall obtain an appropriate number of Report of Hospitalized Inmate Security Check forms from the Processing Sergeant. A form shall be completed for each inmate visited, with compliance or discrepancies noted. Upon completion, the form shall be forwarded to the Assistant Facility Commander for review and retention.

The Watch Commander shall ensure that the checks are conducted as prescribed. A notation shall be made in the Watch Commander's Log, indicating the time, locations, results, and personnel that completed the checks.

All documents related to checks of hospitalized inmates and their guards shall be retained for a minimum of three years. The Assistant Facility Commander shall retain all documents related to the checks, as well as other contracted guard service documents for the current calendar year. Documents for the previous three calendar years shall be retained in the SDCJ Archives area.